

(Amended) MINUTES
REGULAR MEETING
MINERAL WELLS CITY COUNCIL
CITY HALL ANNEX
April 17, 2018 - 6:00 pm

City Councilmembers present were Mayor Pro-Tem Tammy Underwood, Councilmembers Brian Shoemaker, Regan Johnson, Doyle Light, and Jerrel Tomlin. Mayor Mike Allen was absent. A quorum of City Councilmembers was present.

Staff members present were City Manager Lance Howerton, Finance Director John Moran, Fire Chief Mike Pool, Police Chief Dean Sullivan, Public Works Director Bob Neal, City Clerk Peggy Clifton, and City Attorney Mack Reinwand.

Mayor Allen called the meeting to order. Councilmember/Pastor Jerrel Tomlin of the Mineral Wells Church of God led the invocation, and the Pledges of Allegiance to the U.S. and Texas flags were recited.

CITIZEN COMMENT

No one had signed to speak.

Following a motion made by Mr. Light, seconded by Mr. Shoemaker, the following **CONSENT AGENDA** was approved by a vote of 5-0:

1. Consider approval of minutes of meeting held April 3, 2018.
2. Consider approval of budgeted expenditures over \$500.
3. Consider approval of Bond Report for the Month ended March 2018.
4. Consider resolution ratifying execution of Mutual Termination of Lease Agreement between Hydrosience Technologies, Inc. and the City of Mineral Wells and ratifying execution of Lease between Mitcham Industries, Inc. and the City of Mineral Wells.

ITEMS FOR INDIVIDUAL CONSIDERATION

5. Myriam Simmons and Sharon Welhouse of Ryan, LLC gave a presentation regarding New Markets Tax Credits and the creation of a New Markets Tax Credits (NMTC) Strategy for the City of Mineral Wells. This is used to promote private sector equity investment in traditionally low-income or economically distressed communities. Approximately 40% of all census tracts in the country meet this criteria as does Mineral Wells. Some advantages to this are using free equity in projects and making projects more attractive, or taking one that is not feasible and making it viable.

The responsibilities of Ryan, LLC would include preparing applications to submit to the Department of the Treasury, establishing a Community Development Entity (CDE) for Mineral Wells, putting together the Advisory Board for the CDE, defining the mission of the CDE, and obtaining allocations of tax credits. There is no charge to the City and Ryan, LLC only receives compensation after the City receives an allocation of tax credits on a specific project. This compensation comes out of the fees that the investor puts in a project, not from the City's funds. Mr. Shoemaker moved and Ms. Johnson seconded to negotiate a contract with Ryan LLC, and authorize the Mayor to execute the same. Motion carried 5-0.

6. Mr. Howerton stated that at its last meeting, the Council directed the City Attorney to prepare the documentation to allow for the property donation requested by the Center of Life. The documentation includes two provisions of significance. One being that the donation is contingent upon the lots being utilized for the purpose of developing affordable housing. Secondarily, there is a "reverter" provision that the lots would revert back to the City if they were not used for the purpose of developing affordable housing within a five-year period. Mr. Shoemaker moved and Mr. Light seconded to approve an ordinance to transfer Lots 5-10, Block 13, Richards Addition (Second Filing) to Mineral Wells Center of Life in accordance with Section 253.011 and Section 272.001 of Texas Local Government Code and authorizing the City Manager to execute all documents necessary to transfer ownership providing for a severability and an effective date. Motion carried 5-0.

7. Mr. Howerton stated that as an element of the 2018 Bond Program, one of the proposed projects is the asphalt overlay of Municipal Highway 379 from Old Millsap Highway to Airport Road. This project entails the installation of 3" of Type D hot mix asphalt as a surface overlay to include required pavement markings. The advertisement for bids would be done on April 21 and 28 with bids to be opened on May 8, 2018 (*Amended to be opened on May 9, 2018*). The project estimate is \$685,000. There is \$800,000 budgeted for this project. Ms. Johnson moved and Mr. Tomlin seconded an authorization to advertise Plans and Specifications for paving improvements to Municipal Highway 379. Motion carried 5-0.
8. Mr. Moran stated that we need to replace a dump truck in the Water Department. He stated that it does have to operate in Parker County and it has not been answered if the grant will be fully or partially funded because the City is only partially in Parker County. The grant application has already been submitted and he is asking the Council to ratify this. Mr. Shoemaker moved and Ms. Johnson seconded to ratify the resolution authorizing the submission of a 2018 Clean Fleets North Texas Grant Application. Motion carried 5-0.
9. Mr. Moran stated that at its last audit the City was told that it needed to work on its Purchasing Policy. Part of this includes a Travel Policy that applies to City Councilmembers. Mr. Light moved and Ms. Johnson seconded to approve the resolution adopting the travel expenses section of the City Purchasing Policy relating to the Expense Reimbursement Policy for elected and appointed officials. Mr. Light moved and Ms. Johnson seconded to approve a resolution adopting the travel expenses section of the City Purchasing Policy relating to the Expense Reimbursement Policy for elected and appointed officials. Motion carried 5-0.
10. Mr. Moran stated we received responses to the RFA for Bank Depository Services from Community National Bank and Trust and First Financial Bank. Valley View Consultants made the recommendation to continue with First Financial Bank and Mr. Moran concurred. Ms. Johnson moved and Mr. Light seconded to approve a resolution awarding a Depository Bank Services contract and authorizing the City Manager to execute the agreements necessary for a primary Depository Banking Services Contract with First Financial Bank. Motion carried 5-0.

11. Mr. Pool stated that we are asking for six firefighters to meet the NFPA 1720 adequate staffing to help obtain a SAFER grant. If the Safer grant is received, it will pay 75% of the first two years of personnel related expenses and 35% the year after. Mr. Light moved and Ms. Johnson seconded approving an application for Staffing for Adequate Fire and Emergency Response (SAFER) Grant to Federal Emergency Management Agency (FEMA). Motion carried 5-0.
12. Mayor Pro-Tem Underwood announced that in accordance with Texas Government Code, Chapter 551.071, the City Council will recess into Executive Session to consult with its attorney regarding pending litigation: City of Mineral Wells v. Hanks, Cause No. C48039, 29th Judicial District Court on this 17th day of April, 2018 at 6:50 p.m.
13. The City Council reconvened into Open Session at 7:08 p.m. to consider possible discussion or action on Executive Session items. No action taken
14. There was no further business and the meeting adjourned at 7:08 p.m.



Mike Allen, Mayor

ATTEST:



Peggy Clifton, City Clerk



APPROVED: 05/01/2018